

DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD CG-4187 (Rev. 13-03)		<b>VITAL RECORDS LISTING</b>		<input type="checkbox"/> INVENTORY <input type="checkbox"/> SHIPMENT			
OFFICE		DIVISION		OFFICE/DIVISION SYMBOL			
OFFICE CODE	CLASSIFICATION	ITEM DESCRIPTION <i>(Name, subject, form no., reports control symbol, recording medium, etc.)</i>	MAINT.	SITE CODE			
			*				
<p>* MAINTENANCE (Insert opposite title of record, the applicable number(s) of the instruction(s) and/or information below.)</p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 50%;"> <p>PREVIOUS MATERIAL OF THIS TYPE SHOULD BE:</p> <ol style="list-style-type: none"> <li>1. Updated by adding this material.</li> <li>2. Disposed of and this substituted.</li> <li>3. Returned to sender for updating.</li> </ol> <p>ORIGINAL SHIPMENT</p> <ol style="list-style-type: none"> <li>4. No previous material of this type. Add to inventory.</li> </ol> </td> <td style="vertical-align: top; width: 50%;"> <p>THIS MATERIAL SHOULD BE:</p> <ol style="list-style-type: none"> <li>5. Retained indefinitely.</li> <li>6. Amended, added to, and corrected by following shipment.</li> <li>7. Stored without amendment.</li> <li>8. Disposed of when superseding item is received.</li> <li>9. Disposed of after _____</li> </ol> </td> </tr> </table>						<p>PREVIOUS MATERIAL OF THIS TYPE SHOULD BE:</p> <ol style="list-style-type: none"> <li>1. Updated by adding this material.</li> <li>2. Disposed of and this substituted.</li> <li>3. Returned to sender for updating.</li> </ol> <p>ORIGINAL SHIPMENT</p> <ol style="list-style-type: none"> <li>4. No previous material of this type. Add to inventory.</li> </ol>	<p>THIS MATERIAL SHOULD BE:</p> <ol style="list-style-type: none"> <li>5. Retained indefinitely.</li> <li>6. Amended, added to, and corrected by following shipment.</li> <li>7. Stored without amendment.</li> <li>8. Disposed of when superseding item is received.</li> <li>9. Disposed of after _____</li> </ol>
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DATE		SIGNATURE OF V.R. REPRESENTATIVE FOR OFFICE					